

USACE FINANCE CENTER
BIWEEKLY REPORT
PERIOD ENDING 20 OCTOBER 2000

CEFMS:

- a. On 17 October, the CEFMS Development Team was notified that one of the PCs in the Development Office was scanning the Headquarters' network. They worked with HNC and determined that the machine in question had a "notepad" virus. The PC was turned off and disconnected from the network. HNC installed the latest virus protection software on the PC, and the software found and deleted the "notepad" virus. The PC was put back into production on 18 October. Since one of the Team's PCs had this virus, they initiated action to load/scan all of the Development Office PCs with this software and found the "notepad" virus on two additional computers. This action was completed on 20 October. On 19 October the CEFMS Development Team met with HNC security and IM representatives to ensure coverage of all PCs by the HNC virus protection systems. Some computers were found not to be protected from viruses, and options are being evaluated to provide complete coverage. In addition, on 19 October the CEFMS Development Team spoke with Todd Andrew (ACERT, 703-706-1054), about their investigation of this incident. Mr. Andrew asked that the PC in question be taken off the network and shut down until they had a chance to review the situation further. The computer was disconnected and shut down at that time.
- b. On 9 October there was a hard disk failure on one of the KTC machines at WPC, and the back-up machine is now in production. The CEFMS Development Team has initiated the procurement of six new hard drives for the KTCs. The four KTCs (1 production and 1 back-up at each Processing Center) will each be upgraded with the new disk drives and each Processing Center will have one additional drive that will be readily available for emergency situations.
- c. During our move to GUI, the CEFMS Development Team lost the tool that helped determine the impact of changes to the CEFMS system. They have been looking at modifying this old tool or replacing it with an off the shelf product (SQL IMPACT). During our final meeting on this issue, it was determined that the off the shelf product offered more options, provided the required analysis and would cost less than modifying the existing code.

PROBLEM REPORTS/IMBALANCES:

- a. The open problem report inventory is 736 versus 686 on the last report. The inventory includes 107 Priority #1 problem reports. The open inventory also includes 7 problem reports related to the CEFMS Modernization/GUI work management effort.
- b. All imbalances were resolved prior to year end processing and for the last reporting period. The old NCD data base was closed for their final reports at year end; therefore, we will be reporting on 61 sites from this report forward. Fifty-five (55) of the sixty-one (61) active data bases have no imbalances. Three (3) have one, one (1) has six, one (1) has seven and one (1) has twenty-nine. (The 29 imbalances are on the Europe District data base and scripts have been sent to the site for correction.) Total of database imbalances across the system is 45 versus zero on the last report.

ACCOUNTING OPERATIONS:

NUMBER AND LOCATION OF ONBOARD PERSONNEL:

LOCATION:	NUMBER:
HUNTSVILLE	24
MILLINGTON	293
WASHINGTON	1
OTHER	1
TOTAL	319

DISBURSING WORKLOAD DATA:

PAYMENT	Current Month	Year to Date
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BY CHECK:

Checks Issued	9,987	9,987
Percent of Total	25%	25%
Dollar Amount	\$110,139,410	\$110,139,410

BY EFT:

Transfer Made	20,138	20,138
Percent of Total	75%	75%
Dollar Amount	\$327,784,705	\$327,784,705

OTHER UFC ISSUES:

a. On 30 and 31 October the USACE Finance Center will be hosting the training for the Defense Finance and Accounting Service (DFAS) Defense Departmental Reporting System (DDRS). This training will be conducted by KPMG/DFAS personnel. Members of the Corps CFO team (Millington and Washington) and personnel from three of the DFAS centers will be in attendance for this training. DDRS is the automated tool that will be used to produce the FY00 DOD Financial Statements.

b. October 27th is the due date for providing elimination trading partner data to DFAS. The UFC CFO staff are working additional hours to retrieve, analyze and reconcile this subsidiary data to the general ledgers prior to submission.

c. On 17 October we held the quarterly Town Hall meeting for all employees. A guest speaker from the local Ronald McDonald House gave a brief presentation to kickoff our Combined Federal Campaign (CFC). The Team Player of the Quarter award was presented for the fourth quarter of FY00. Those UFC employees who participated in the United Way Day of Caring were recognized for their service. Finally, a certificate was presented to a UFC employee for her Bright Ideas suggestion which was recently adopted.

d. Two management representatives and all seven union representatives attended a labor relations training session at the Memphis District on 16 October. The training covered the various rights and responsibilities as they pertain to Labor Relations, including formal discussions, investigative meetings, Weingarten Rights, good faith bargaining requirements, etc.

e. CERM-F is coordinating with the UFC the development of policy issues relating to the payment of professional liability insurance. Recent legislation provides that Federal agencies can reimburse certain employees for one half (not to exceed \$150.00) of their cost of obtaining professional liability insurance. The draft policy memo developed by HQUSACE has been reviewed by the UFC and our comments have been provided to CERM-F.

f. During FY00 debt owed U. S. Army Corps of Engineers activities supported by the USACE Finance center was reduced significantly. Total accounts receivable (including receivables between districts) was reduced by over \$168M; this represents a 32 percent reduction. Public receivables (monies owed supported sites from non-government sources) were reduced more than \$10M, or 22 percent. These reductions could not have been accomplished without the excellent support of local Finance and Accounting Offices.

g. During 9-13 October two UFC employees, Linda Stoutenburgh and Pete Brown, attended the Power Track training in support of the Logistics requirement to field this system. The training was held in Alexandria, Virginia.

h. The UFC is reviewing the capability to send Bank of America EFT for Corporate Transportation Billings. The CEFMS Logistics Screens will have to be changed to operate like the IMPAC credit card screens.

i. The UFC has assumed responsibility from the Omaha District for processing all corrections when Corps DA interns are charged to the incorrect UIC. These charges now are initially directed to the UFC payroll voucher (SF1166), and then we record the corrections once the appropriate location has been determined and notified of the error.

j. On 19 October the UFC Special Emphasis Programs Committee presented a program in observance of National Disability Awareness Month. The program consisted of an informative video on things to know and consider when interacting with people who have disabilities.